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(152)

June 1971

Office of Personnel
Reports Inventory Listing
(not by category)

Control No.	Frequency	Annual Production	RDP Processed Yes	RDP Processed No	Copies		Distribution	Cost $
	Weekly	52	✓		5	260	1	76936
	Annually	1	✓		4	4	1	7943
	Quarterly	4	✓		6	24	1	13148
	Weekly	52	✓		5	260	1	22048
	Annually	1	✓		4	4	1	15844
	"	1	✓		4	4	1	76032
	"	1	✓		8	8	5	14052
	"	1	✓		6	6	2	80416
	"	1	✓		5	5	2	743
	"	1	✓		4	4	1	4929
	"	1	✓		3	3	2	1296
	"	1	✓		2	2	2	31840
	Quarterly	4	✓		7	28	8	28480
	Weekly	52	✓		4	208	1	74048
	Annually	1	✓		4	4	1	7278
	Yearly	1	✓		4	4	1	7280
	Monthly	12	✓		3	36	1	87458
	"	12	✓		3	36	1	3000
	"	12	✓		4	48	1	15000
	"	12	✓		2	24	1	6000
	3 per week	156	✓		4	624	1	78000
	Annually	1	✓		4	4	1	4000
	Quarterly	4	✓		1	4	1	6000
	Annually	1	✓		6	6	1	4000
	Monthly	12	✓		2	24	1	6000
	"	12	✓		2	24	1	6000
	Weekly	52	✓		6	312	1	13000
	"	52	✓		6	312	1	60000
	Monthly	12	✓		4	48	2	18000
	Quarterly	4	✓		2	8	1	4500
	Monthly	12	✓		4	48	1	3000
	"	12	✓		4	48	1	6000
	Quarterly	4	✓		2	8	1	3000
	Monthly	12	✓		4	48	1	3000
	"	12	✓		3	36	1	9000
	"	12	✓		2	24	1	18000
	"	12	✓		2	24	1	3600
	"	12	✓		4	48	2	9000
	Quarterly	4	✓		3	12	1	4000
	"	4	✓		3	12	1	1500
	Monthly	12	✓		3	36	1	18000
	Weekly	52	✓		5	260	3	27756
	Monthly	12	✓		2	24	1	14437
	Annual	1	✓		12	12	3	15118
	"	1	✓		8	8	3	4830
	"	1	✓		8	8	3	84626

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Office of Personnel
Reports Inventory

No.	Report Control No.	Frequency	Annual Production	ADP Processed Yes	ADP Processed No	Copies		Distribution	Cost $
47		As required		✓		2		4	530
48		Annual	1		✓	2		1	21050
49		—			✓	20		5	1684
50		Monthly	12	✓		3	36	5	10152
51		"	12	✓		3	36	5	8748
52		"	12	✓		3	36	5	16464
53		"	12		✓	3	36	1	12252
54		"	12	✓		3	36	5	108
55		"	12	✓		3	36	5	1188
56		"	12	✓		3	36	5	7992
57		"	12	✓		3	36	5	108
58		"	12	✓		3	36	5	540
59		"	12	✓		3	36	5	2808
60		"	12	✓		3	36	5	4428
61		"	12	✓		3	36	5	4428
62		Quarterly	4		✓	3	12	1	4336
63		Weekly	52		✓	3	156	1	29040
64		Annual	1		✓	3	3	1	53500
65		Semi-Annual	2		✓	5	10	1	11232
66		Monthly	12	✓		3	36	5	3240
67		"	12	✓		3	36	1	11772
68		"	12	✓		3	36	1	540
69		"	12	✓		3	36	5	6858
70		"	12	✓		3	36	5	12528
71		"	12	✓		3	36	5	26396
72		"	12	✓		3	36	5	20272
73		"	12	✓		9	108	2	7560
74		Annual	1		✓	4	4	3	4696
75		"	1		✓	4	4	1	16804
76		Weekly	52		✓	—	52	1	76596
77		Annually	1		✓	5	5	1	16462
78		Bi-weekly	104		✓	15	1560	9	185432
79		Monthly	12		✓	20	240	12	78672
80		Annually	1		✓	20	20	12	4760
81		Bi-weekly	104		✓	3	312	3	34132
82		Monthly	12	✓		2	24	1	61632
83		Bi-monthly	24		✓	5	120	2	7176
84		Monthly	12		✓	5	60	2	7176
85		"	12	✓		3	36	1	432
86		Weekly	52		✓	57	2964	4	19500
87		"	52		✓	3	156	1	13000
88		"	52		✓	4	208	1	26000
89		"	52		✓	8	416	1	104000
90		"	52		✓	4	208	1	78000
91		"	52		✓	5	260	1	39000
92		Bi-weekly	104		✓	3	312	3	9750

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Reports Inventory

No.	Report Control No.	Frequency	Annual Reduction	NDP Processed YES	NDP Processed NO	Copies		Distribution	Cost $
93		Biweekly	104		✓	15	1560	3	1040 -
94		"	104		✓	2	208	1	195
95		Monthly	12		✓	6	72	1	120 -
96		"	12		✓	4	48	2	360 -
97		"	12		✓	26	312	1	180
98		"	12		✓	4	48	2	360 -
99		"	12		✓	4	48	2	120 -
100		"	12		✓	2	24	1	80
01		"	12		✓	3	36	1	60
02		"	12		✓	4	48	2	60 -
03		Quarterly	4		✓	5	20	1	40 -
04		"	4		✓	9	36	8	240 -
05		Annually	1		✓	6	6	1	300 -
06		"	1		✓	8	8	3	800
07		"	1		✓	6	6	1	180 -
08		"	1		✓	4	4	1	2650 -
09		Monthly	12		✓	15	180	3	525 36
10		Annual	1		✓	2	2	1	16917
11		Monthly	12		✓	2	24	2	1988 80
12		Annual	1		✓	4	4	3	32772
13		Weekly	52		✓	100	5200	55	12020
14		Quarterly	4		✓	9	36	6	3600 80
15		Weekly	52		✓	4	208	3	100 36
16		Daily	2000 yr.		✓	-	2000	1	2600 -
17		Weekly	52		✓	12	624	16	4376
18		"	52		✓	9	468	9	1073 28
19		Monthly	12		✓	3	36	1	28148
120		"	12		✓	3	36	1	1980 00
21		Weekly	52		✓	3	156	1	429 -
22		"	52		✓	5	260	2	2068
23		"	52		✓	25	1300	14	6724
24		Monthly	12		✓	3	36	1	1485 56
25		Weekly	52		✓	16	832	7	2068
26		"	52		✓	4	208	2	2068
27		"	52		✓	5	260	1	5600
28		3 per year	3		✓	4	12	2	6300
29		5 weeks	5		✓	8	40	5	2500
130		Annually	1		✓	4	4	1	700
31		"	1		✓	25	25	18	1346
32		"	1		✓	7	7	4	4479
33		Semi-Annl	2		✓	100	200	39	5346
34		Annually	1		✓	20	20	7	3273
35		"	1		✓	6	6	4	1794
36		Monthly	12		✓	12	12	1	1802 4
37		Annually	1	✓		2	2	5	1538
						29,634			$41,210.28

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